

CITY OF JOHNS CREEK
WORK SESSION SUMMARY

November 8, 2010

5:00pm

The City of Johns Creek Mayor and Council held a Work Session on Monday, November 8, 2010 at 5:00pm. The Work Session was held in the Taylor Farms Conference Room at City Hall, located at 12000 Findley Road, Suite 300 in Johns Creek, Georgia 30097. In attendance were Council Members D. McCabe, R. Johnson, I. Figueroa, K. Richardson and Mayor M. Bodker; Council Member, B. Miller was absent. City Manager J. Kachmar, Attorney B. Riley and other Department Heads were present.

Mayor Bodker opened the meeting with the Pledge of Allegiance.

City Manager Kachmar introduced Contracts Manager Ton Henrikson who reviewed the following service contracts: **Pavement Markings, Traffic Signs and Signals, and Building Inspection Services**. City Manager Kachmar informed Council the city is contracting directly with vendors for these services which were previously provided via subcontracts with CH2M Hill. Mr. Henrikson provided an over view of the vendors and the bid process, which included evaluation of all submissions, and discussion with vendors on qualifications. The committee has recommended awarding contracts to Peek Paving for Pavement Markings; Roadworx for Traffic Signs and Signals; and Safebuilt for building and inspection services. Discussion was held on policy guidelines for awarding contracts what to include, scoring system and encouraging participation of local vendors. Mr. Henrikson said the city's Purchasing Policy could be amended to include additional guidelines. Council asked to receive copies of the RFPs submitted and back up information provided by vendors who responded. Council had no objection to moving these items to the November 29th Council Meeting for consideration. Mr. Henrikson alerted Council RFPs have been released for three additional contracts, Right of Way Maintenance, Storm Drain/Mowing Maintenance and Park Maintenance. Each will be presented at the next Work Session.

Manager Kachmar reviewed the **CH2M Hill 2010 Settlement letter** summarizing the purchase costs for vehicles and IT equipment approved by Council at the October 25th Council Meeting. This includes a \$120K credit to the City for unfilled employee vacancies, a summary of the transfer of building lease agreements from CH2M Hill to City, and the extension of IT services and Public Works subcontract. Council had no objections to moving this item to tonight's Council Meeting agenda for consideration.

Manager Kachmar submitted a request to extend the **Memorandum of Understanding with CH2M Hill, through November 29th 2010**. Council had no objections to the extension and adding this item to tonight's Work Session agenda for consideration.

Public Works Director Ken Hildebrandt introduced Beneful representatives Julie Kahn and Jason Cameron for **Newtown Dog Park Presentation**. Ms. Kahn provided an overview of the dog park contest which Johns Creek resident Patrick Nealy won. Mr. Cameron reviewed the park amenities, which features included synthetic turf, shade structure for dog owners, picnic tables and a walk way/run path. The proposed opening is scheduled for May 2011. Council had no objections to moving the agreement to the November 29th Council Meeting Agenda.

Recreation and Parks Manager Kirk Franz reviewed the **Newtown Park Community Foundation Improvement updates**. Manager Franz reported the Foundation has about \$63.5K allocated for park improvements. The funds will be used to expand the dog park area and install fencing around the perimeter and to enhance landscape /hardscape at the Newtown Senior center. This would include installing planters and benches to create an inviting entrance and patio area.

Director Hildebrandt reviewed the request for **Abandonment and Disposition of Right-of-Way Adjacent to 825 Dewfield Court**, informing Council there is no plan to use this strip of land for public access. An application was filed by the adjacent landowners, this was processed and reviewed and is consistent with the land abandonment guidelines previously established by Council. Council had no objections to moving this item to the November 29th Council Meeting agenda.

Finance Director Monte Vavra presented the **Audit Engagement Letter** to retain Mauldin & Jenkins to perform the City's Fiscal Year 2010 Financial Audit. This is the fourth year of a five-year contract with the firm to conduct the annual audit. Council had no objections to moving this item to the November 29th Council Agenda.

Director Vavra also reviewed the **ChatComm Transfer**, informing council the collection of E911 fees has fallen short of the projections and the joint authority needs an infusion of working capital to continue operating. There was discussion on the impact of the economy on fee collection, partnering with other municipalities in the future, working with IXP to ensure city is getting maximum re-imbursement and working with state legislators to raise the current monthly fee of \$1.50, which has not increased in 30 years.

City Manager Kachmar provided an update on the Household Hazardous Waste Collection event co-sponsored with Keep North Fulton Beautiful this past Saturday. He reported 530 individuals pre-registered but only 400 actually dropped off goods. There were about 50 volunteers and some of the waste collected included several 55 gallon drums of corrosives, waste oil and petroleum products, acids; paint products, and also discarded electronics

Communications Director Grant Hickey presented the seven holiday greeting cards received in response to our second annual **Holiday Greeting Card Contest**. Cards were submitted by fifth grade students from Findley Oaks and Ocee Elementary Schools. Council congratulated all the students for the exceptional cards submitted and decided all should be used to create a montage for the large greeting card to be signed by citizens and sent to military personnel.

City Manager Kachmar mentioned Facilitator Lyle Sumek will be meeting with staff on November 15 and 16th. Mr. Sumek would like to arrange brief discussions with each Council Member.

There being no further business, Mayor Bodker adjourned the Work Session.

Approved,

Attest,

Michael E. Bodker, Mayor

Joan C. Jones, City Clerk